

SECTION 2 – SCOPE OF WORK

The CONSULTANT agrees to perform, at the direction of the DEPARTMENT, the services described below:

Perform professional services for the DEPARTMENT for land surveys, route surveys, the preparation and review of preliminary, prefinal, and final right of way plans, premise plats, and legal property descriptions on various projects to be assigned on an as-needed basis and issued in the form of Work Orders.

The CONSULTANT'S work includes research, land surveys, route surveys, premise plats, legal descriptions, monument records and all investigation and documentation required to prepare preliminary and final right of way plans. The CONSULTANT'S work also includes reviewing right of way documents prepared by various other consulting firms which will involve reviewing title commitment descriptions, existing right of way location, proposed right of way location, legal property description content and closures, and computation of areas in existing right of way, proposed right of way, easements, and total holding.

The DEPARTMENT will furnish the CONSULTANT with available construction plans, aerial photography, existing right of way plats and plans, proposed right of way requirements, title commitments, and subdivision plats

It is estimated that this contract will include 3 to 15 Work Orders.

Progress Reports will include a statement summarizing the work performed during the report period and an outline of the work expected to be performed during the following period.

The written authorization to proceed must be signed by the Bureau Chief. The Bureau Chief is the District Program Development Engineer.

SECTION 3 – PROJECT SCHEDULE

Commencement/Schedule. The CONSULTANT shall commence work within 5 Calendar Days after date of Authority to Proceed. The Work shall be completed and delivered to the DEPARTMENT according to the schedule shown on the Work Order. All Work Orders must be issued by _____ and the work completed by _____.

Ratings. Timeliness in meeting the Project Schedule is a factor that will be considered in the CONSULTANT'S performance rating. An unfavorable performance rating is a penalty that will be reflected when future assignments are being considered.